

**BOARD OF COMMISSIONERS
REGULAR MEETING
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500**

**January 26, 2009
5:30 P.M. (EST)**

1. INVOCATION

Rev. Jackson Brewer, First United Methodist Church

PLEDGE OF ALLEGIANCE

John Hammond

ROLL CALL

MINUTES

December 8, 2008 Work Session; December 11, 2008 Regular Meeting; January 5, 2009 Special Meeting; January 12, 2009 Work Session.

MAYOR'S REPORT

2. CEREMONIAL ITEMS

3. CITIZEN COMMENTS

4. ORDINANCES

4.1 SECOND READING: An Ordinance closing a proposed extension to Flamingo Drive, Cardinal Hills Subdivision that was dedicated to the City of Frankfort but was never constructed.

Purpose: The purpose of this item is to close a portion of Flamingo Drive in Cardinal Hills Subdivision as shown on the original plat of Cardinal Hills Subdivision as an extension of Flamingo Drive that was never constructed. Robert T. Harrod and Doris P. Harrod, his wife, owners of the property, have requested that the right-of-way be closed since said extension was never constructed. Ownership of this right-of-way will be conveyed to Robert T. Harrod and Doris P. Harrod.

Background: Robert T. Harrod and Doris P. Harrod, his wife, owners of the property, have requested that the right-of-way be closed since said extension was never constructed. Ownership of this right-of-way will be conveyed to Robert T. Harrod and Doris P. Harrod.

This Ordinance had its first reading on December 11, 2008.

Recommendation: Approval

Attachments:

- Ordinance
- Request letter dated 7/21/08

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
Email: jhackbart@frankfort.ky.gov

4.2 SECOND READING: An Ordinance To Amend The City Of Frankfort's Code Of Ordinances – Chapter 152 – By Amending the City Of Frankfort's Zoning Regulations - Article 15-Non-Conforming Use and Non-Complying Structures – Sections 15.071, 15.072, and Article 17 – Architectural Review Board – Sections 17.15.2, 17.15.3, And 17.16 of the City of Frankfort's Zoning Ordinance.

Purpose: To amend the City's Zoning Ordinance as recommended by the Frankfort/Franklin County Planning Commission and the Zoning Update Committee by amending Article 15-Non-conforming use and non-complying structures – Sections 15.071, 15.072, and Article 17 – Architectural Review Board – Sections 17.15.2, 17.15.3, and 17.16 of the City of Frankfort's Zoning Ordinance.

Background: Staff has been reviewing the non-conforming structure requirements (signs and structures qualified under the City's "Home Focus Community Grant" program, as well as the requirements for national registration) and determined that some minor changes are needed. There are three changes proposed within this proposal.

First: At the Zoning Update meeting on July 23, 2008, the following interpretation was made: a sign cabinet is not part of the structural element of the signs – therefore, a non-conforming pole or monument sign (non-conforming to size or location) may be allowed to remove and / or replace the cabinet holding the sign panel provided the elements making the sign non-conforming are not increased. The cabinet may also be altered in shape and may be smaller than the previous. The pole and structural elements of the sign may not be removed without being required to be replaced within the requirements of the current sign regulations.

On September 30, 2008, the Zoning update committee supported the recommended text change to codify the above interpretation.

Second: The city has created a Home Focus Community Grant program for the Holmes Street Redevelopment area. This is the first implementation process taken by the city to further the Master Redevelopment Plan for the Holmes Street area. It has come to staff's attention that the first two projects that are ready to move forward have non-complying lot sizes, setbacks, and frontage requirements. The City zoning ordinance allows a structure that is destroyed by more than 60% by an act of God to be built back within the original footprint – however, since these homes are being demolished by man, they would not qualify. Therefore, staff has proposed the attached language to allow these qualifying homes under the city's Home Focus Community Grant program to be allowed to be built at the same setbacks. On September 30, 2008, the Zoning update committee supported the recommended text change for those qualifying within the city's Home Focus Community Grant program.

Finally, the City and DFI has been awarded a grant to study and prepare a new national register district which will provide a new period of significance (1958). We have an aggressive timetable for this nomination and the consultant Taylor & Taylor is doing the majority of the work.

With the modernization of technology, the Heritage Council and State Review Board allows the submittal of electronic photographs rather than previously requiring black & white photographs including negatives.

Therefore, we need to update this section of our code and to provide a section for city -initiated projects.

On September 30, 2008, the Zoning Update Committee reviewed the proposed text amendments and recommended the proposed text amendment to be forwarded to the Planning Commission.

On November 13, 2008, the Frankfort/Franklin County Planning Commission held a public hearing, closed the public hearing, accepted the staff report and testimony rather than requesting a summary; and unanimously voted for approval to recommend the City of Frankfort's Board of Commissioners to approve the proposed text amendment as presented.

This Ordinance had its first reading on December 11, 2008.

Recommendation: Approval.

Attachments:

- Ordinance
- The report submitted to the Planning Commission
- Minutes of the November 13, 2008 Planning Commission meeting

Contact Person

Name: Gary Muller
Title: Director
Department: Planning and Building Codes
Phone: 502/875-8500
Email: gmuller@frankfort.ky.gov

4.3 FIRST READING: An Ordinance amending Frankfort Code of Ordinances Chapter 32, Section 32.03, Meetings.

Purpose: The purpose of this Ordinance is to fix the time and place of the meetings of the Board of Commissioners.

Background: The Board of Commissioners finds it necessary to change dates and time of monthly Meetings to conduct the City's business. A work session will be held on the second Monday, and the regular voting meeting held the following Thursday of each month. A work session and regular meeting will therefore be held in the same week. Additionally, a work session will be held the fourth Monday of each month. All meetings will begin at 5:00 pm. The fourth Monday work session will be deemed a "single issue" work session, the purpose of which to give in-depth consideration and study to a particular issue, as needed.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: 502/875-8500
Email: Amassey@frankfort.ky.gov

5. ORDERS

None

6. RESOLUTIONS

6.1 Resolution authorizing the filing of a joint application for 2008 Community Development Block Grant funds and designating the Mayor to execute all documents pertaining to this grant.

Purpose: To authorize the city to be an applicant for 2008 Community Development Block Grant Economic Development funds and designating the Mayor to execute all grant related documents.

Background: The Department for Local Government currently has an open application process for submitting Community Development Block Grant Applications. The Capital Community Economic/Industrial Development Authority has approached the City to file an application for Economic Development grant funds to purchase and lease equipment to an industrial organization that wishes to locate in Frankfort. A Resolution from the City is required as part of the full application package.

Financial Analysis: The City is eligible for \$1,000,000.00 in CDBG Economic Development funds. The grant does not require a match from the city.

Recommendation: Approval

Attachment:

- Resolution

Contact:

Name:	Phillip Kerrick	Rebecca Hall
Title:	Executive Director	Grants Manager
Department:	CCEIDA	City Manager
Phone:	502/226-5611	502/875-8500
Email:	pkerrick@cceida.com	Rhall@frankfort.ky.gov

- 6.2** Resolution authorizing the filing of a continuation of an application for federal survey and planning funds grant and authorizing the mayor to execute all grant-related documents.

Purpose: To authorize the filing of an application for the continuation of a Federal Survey and Planning Funds Grant and authorizing the Mayor to execute all grant-related documents.

Background: As a certified local government, the City of Frankfort is eligible for Federal Survey and Planning Funds administered by the Kentucky Heritage Council. In 2007 the City applied for funding with Downtown Frankfort, Inc. to prepare nominations to the National Register of Historic Places for four historic districts in Frankfort (Old State House, Frankfort Commercial, Corner-in Celebrities, and South Frankfort Neighborhood).

In 2008 the City applied for and received funds to establish a new Period of Significance and a new National Register Historic District referenced as "The Frankfort Downtown Historic District", which would not remove the original boundaries of the Frankfort Commercial, Corner-in Celebrities, or the Old State House boundaries. The new district is proposed to include the properties/ structures within these National Historic Districts, as well as those along Second Street, that are eligible for listing in the National Register with the new Downtown Historic District's period of significance.

The City staff would now like to continue the project into the South Frankfort area which has a National Register district established in 1982. There are additional properties age 50 years and older within and outside the existing district that now may be eligible for listing in the National Register based on a new period of significance. Properties that are added to a National Register District are eligible for federal and state tax credits which will be an incentive for revitalization. The funding of this grant would include the surveying of properties within and outside of the existing South Frankfort National Register District which may result in the amending of the current district boundaries (Phase I). The City would like to request \$9,900.00 from the Kentucky Heritage Council for this project. Local match for this would be 40% of the award, which would be \$6,600.00. The match may be in cash or in-kind services.

Following the completion of this phase, the City would apply in 2010 for a grant to update the South Frankfort National Register District based on the new period of significance and the results of the survey (Phase II). It is important to note that the establishment of this new period of significance will provide redevelopment incentives to those properties within the new boundary and will NOT change any of the current zoning of such properties. The zoning of property can not be changed by being designated on the National Register – rather can only occur after public hearings by the Planning Commission and approval of an ordinance amendment by the City Commission.

Financial Analysis: If the full amount of the Grant is awarded, an additional local match of \$6,600 will be required – in kind services may account for this full amount of required match. It is anticipated that a consultant will be utilized to assist in completing the necessary steps to fulfill the project tasks.

Recommendation: Approval

Attachment:

- Resolution

Contact:

Name: Rebecca Hall
Title: Grants Manager
Department: City Manager
Phone: 502/875-8500
Email: rhall@frankfort.ky.gov

Gary Muller
Director
Planning and Building Codes
502/875-8500
gmuller@frankfort.ky.gov

7. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

- 7.1** To authorize the Mayor to sign a Customer Services Agreement and Pricing Amendment with Kelly Services, Inc. (Sewer Department).

Purpose: To authorize the Mayor to sign a Customer Services Agreement and Pricing Amendment with Kelly Services, Inc. to provide temporary employee service.

Background: The Sewer Department has been using Kelly Services for temporary employees for several years. Currently, we have a temporary employee who performs custodial work twenty hours per week at the wastewater treatment plant. Using this service is a cost saving to the department in employee wages and benefits.

Financial Analysis: Funds are available in Account No. 200.68.53225.

Recommendation: Approval

Attachments:

- Agreement and Amendment

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.2** To authorize the Mayor to sign the Collateral/Surety Agreements with Farmers Bank, Whitaker Bank, and American Founders Bank (Finance Department).

Purpose: To authorize the Mayor to sign the Collateral/Surety Agreements with Farmers Bank, Whitaker Bank, and American Founders Bank.

Background: These contracts insure that all funds on deposit are continuously secured by collateral or a surety bond, as provided by KRS 41.240. This is to comply with the request from the Charles T. Mitchell annual audit dated 6/30/08.

Financial Analysis: No Cost Impact

Recommendation: Approval

Attachments:

- Farmers Bank Agreement
- Whitaker Bank Agreement
- American Founders Bank Collateral/ Surety Agreement

Contact Person:

Name: Stephen R. Dawson
Title: Director
Department: Finance
Phone: 502/875-8500
Email: sdawson@frankfort.ky.gov

- 7.3** To approve the 2007-08 Annual Audit for the City of Frankfort (Finance Department).

Purpose: To consider the 07-08 Annual Audit for the City of Frankfort as prepared by Charles T. Mitchell Company.

Background: The 07-08 Annual Audit has been completed and presented to the Board at the 1-12-09 Work Session.

Financial Analysis: Funding in the amount of \$16,500 is allocated in the General Fund Account No. 100.00.53220 and \$10,000 is allocated in the Sewer Account No. 200.68.53220 for a total payment to Charles T. Mitchell Company of \$26,500.

Recommendation: Approval

Attachment: None. Audit previously provided

Contact Person:

Name: Stephen R. Dawson
Title: Director
Department: Finance
Phone: 502/875-8500
Email: sdawson@frankfort.ky.gov

- 7.4** To authorize Partial Release of Sewer Easement in favor of MSN Properties, LLC (Turnberry Village) (Sewer Department).

Purpose: To obtain authorization to sign a Partial Release of Easement and a plat releasing a sewer easement in an unnecessary location on the property of MSN Properties, LLC (Turnberry Village). The Sewer Department was granted a 20-foot wide easement on said property and only requires a 15-foot easement.

Background: The representative of MSN Properties, LLC contacted the Sewer Department and requested the partial release of the sewer easement on its property. The Sewer Department has determined that 5 feet of each of the 20-foot wide easements can be released, since it only requires a 15-foot easement.

Recommendation: Approval

Attachment:

- Partial Release of Easement

Contact Person:

Name:	Bill Scalf	Rob Moore
Title:	Director	City Solicitor
Department:	Sewer	
Phone:	502/875-2448	502/227-2271
Email:	wscalf@frankfort.ky.gov	rmoores@hazelco.com

- 7.5 To authorize a Recycling Agreement with Creative Recycling Systems, Inc. (Public Works).

Purpose: To consider an electronic recycling agreement with Creative Recycling Systems, Inc.

Background: The city has been participating in the e-scrap recycling program for the past two years and needs to enter into a new agreement in order to continue this recycling program. The proposed two-year agreement designates the City of Frankfort's Recycling Center, located at 301 Rouse Avenue, as the drop-off site for electronic waste. Items that will be accepted at the Recycling Center shall include: computers, monitors, printers, keyboards, VCR's, DVD's, phone equipment and audio video equipment. The Sanitation Division staff will place the equipment on pallets and shrink wrap the pieces for transport. Prior to the electronic equipment being transferred to Creative Recycling Systems, both parties will fill out the information required to transfer the title of the discarded electronic equipment. Creative Recycling shall delete all information from the hard drives and assume all responsibility and all costs for the equipment from that point forward.

The drop off site located at 301 Rouse Avenue will accept discarded electronic material from residents, businesses, and schools.

Financial Analysis: Funds are available in the Sanitation Division's operating budget to fund the recycling program.

Recommendation: Approval.

Attachment:

- Agreement

Contact Person

Name:	Jeff Hackbart
Title:	Director
Department:	Public Works
Phone:	502/875-8500
Email :	jhackbart@frankfort.ky.gov

- 7.6 To authorize the filing of an Intent to Apply form for 2009 Transportation Enhancement grant funds and designating the Mayor to execute all grant documents pertaining to this application (Public Works).

Purpose: To authorize the filing of an Intent to Apply form for 2009 Transportation Enhancement funding for streetscape improvements, and to authorize the Mayor to execute all grant documents pertaining to this application.

Background: In 1999, the City Commission adopted *The Streetscape Master Plan*, which to date has resulted in streetscape improvements in the Downtown Renaissance area, completed in two phases. Improvements articulated in Phase III have yet to be funded. This proposal is the first of two following a division of the third phase into two parts and to possibly incorporate some upcoming needed sewer work in the area.

Financial Analysis: Submitting an Intent to Apply to the Transportation Cabinet does not obligate the City of Frankfort to proceed with this project. If the project is eligible under Transportation Enhancement

Guidelines, the City will be invited to submit a full application. At that time, Downtown Frankfort will return to the Commission for authorization. If the project is eligible and the Commission decides to go forward with the full application the local match would be 20% of the project cost. Total grants costs estimated to be \$750,000. Federal Transportation Enhancement funds will be targeted to cover 80% of this cost, leaving approximately \$150,000 to be covered by local contributions, including in-kind contributions.

Recommendation: Approval

Attachments:

- None

Contact Person:

Name:	Kelly Everman	Rebecca Hall
Title:	Director	Grants Manager
Department:	Downtown Frankfort, Inc.	City Manager
Phone:	502/223-2261	502/875-8500
E-Mail:	info@downtownfrankfort.com	Rhall@Frankfort.ky.gov

- 7.7** To grant authorization to pay for demolition of four houses by Coulter Building Corporation and their sub-contractors for the HOME Holmes Street Rehabilitation Project (Grants Manager).

Purpose: The purpose of this item is to authorize payment for demolition of four houses by Coulter Building Corporation and their sub-contractors for the HOME Holmes Street Rehabilitation Project for the City. The amount of the demolition work is estimated to be \$32,832. The bid tabulation is attached.

Background: HOME Consultant Kriss Lowry and Associates, Inc. received bids for demolition and construction for the Holmes Street Project and Coulter Building Corporation had the winning bid. All bids exceeded the regular Kentucky Housing Corporation cap of \$60,000.00 per house. However, the City requested KHC waive the cap due to the area need. The waiver was granted with the understanding that KHC funds will be used for construction and the City of Frankfort will pay for the demolition of current properties (Contracts for the demo/construction are made between the contractor and property owner).

Financial Analysis: Funds for the construction are available in the HOME funding from the Kentucky Housing Corporation. The demolition funds will be used from General Fund Accounts 625 (Revolving Loan Fund), 550 (Frankfort Rental Rehab) and/or 540 (Frankfort Housing Corporation) as approved by the Commission at the September 24, 2007 regular meeting.

Recommendation: Approval

Attachments:

- Copy of Letter to the Kentucky Housing Corporation
- Bid Analysis

Contact Person

Name:	Rebecca Hall
Title:	Grants Manager
Department:	City Manager
Phone:	502/875-8500
Email:	rhall@frankfort.ky.gov

- 7.8** To obtain authorization to bid contract for pipe-bursting a 277-foot segment of 8-inch Clay pipe and replace with an 8-inch High Density Polyethylene Pipe conventional installation of 48-feet of 8-inch PVC and install 4 manholes on Buffalo Trail (Sewer Department).

Purpose: To bid a contract for pipe-bursting a 277-foot segment of 8-inch Clay pipe and replace with an 8-inch High Density Polyethylene Pipe conventional installation of 48-feet of 8-inch PVC and install 4 manholes on Buffalo Trail.

Background: The Sewer Department had Girdler Engineering provide plans for bidding to repair a deep section of clay pipe that is collapsing, and has caused backups in the past. The existing line is up to 15 feet deep and is close to utility poles making conventional replacement difficult and dangerous. This project will replace the collapsed section and bring the immediate area up to current specifications. Engineers estimate is \$70,000.

Financial Analysis: Funds are available in Account No. 300.68.53240.

Recommendation: Approval

Attachment:

- Draft Invitation to Bid

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.9** To approve a Sewer Extension Contract with Villages at Parkside, LLC for the Lifestyles at Parkside located at 8000 John Davis Drive in Frankfort, Kentucky (Sewer Department).

Purpose: To approve a contract with Villages at Parkside, LLC for the Lifestyles at Parkside located at 8000 John Davis Drive in Frankfort, Kentucky which is zoned residential with 300 lots, with improvements including 13 new manholes, 2926 feet of 8-inch SDR 35 pipe serving unit numbers 101 – 107, 201 – 208, 301 – 309, 401 – 408, 501 – 512, 601 – 610, 701 – 712, 801 – 811, 901 – 911, 1001 – 1011, 1101 – 1111, Clubhouse and Pool, 1301 – 1309, 1401 – 1409, 1501 – 1509, 1601 – 1606, 1701 – 1708, 1801 – 1811, 1901 – 1917, 2001 – 2011, 2101 – 2108, 2201 – 2208, 2301 – 2310, 2401 – 2417, 2501 – 2508, 2601 – 2610, 2701 – 2712, 2801 – 2808, 2901 – 2912.

Background: Prior to acceptance of discharge from a development into the municipal sanitary sewer and acceptance of the development's collection by the Department, a contract must be entered into between the developer and the City of Frankfort.

Villages at Parkside, LLC and Rob Moore are reviewing the contract. Sanitary sewer plans and specifications have been prepared and submitted to the Department for review and approval. The Division of Water will review the sanitary sewer plans and specifications after commission approval. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed.

Recommendation: Approval

Attachment:

- Draft Sewer Extension Contract – under Attorney review

Contact Person

Name: William R. Scalf, Jr., P.E.
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.10** To authorize award of Engineering Services Agreement with Sherman Carter Barnhart, PSC for design services to replace a sewer line mounted on a wall near East Main Street (Sewer Department).

Purpose: To consider awarding an Engineering Services Agreement with Sherman Carter Barnhart, PSC for design services to replace a sewer line mounted on a wall near East Main Street.

Background: Near the intersection of East Main and Capitol Avenue there is an existing sewer line mounted on a retaining wall along the river. This line has deteriorated and is a constant maintenance issue due to leaks and line breaks. This will renew the line in a fashion to be more durable and less unsightly from the river.

The agreement calls design and surveying services through the bidding process. The amount of the agreement is \$40,000.00.

Financial Analysis: Funds are available in Account No. 300.68.54390.

Recommendation: Approval

Attachment:

- Draft Engineering Services Agreement – under Attorney review

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort.ky.gov

- 7.11** To authorize execution of a Right of Way Agreement between the City of Frankfort and the Frankfort Plant Board (City Solicitor and Parks & Recreation).

Purpose: To grant the Frankfort Plant Board an easement for the purpose of laying a water line over a portion of the Juniper Hills Golf Course property owned by the City of Frankfort.

Background: The Frankfort Plant Board requested the City to grant it an easement for purposes of installing a water line over a portion of the Juniper Hill Golf Course property. The Frankfort Plant Board would like to begin work on the installation of the water line as soon as possible so that it does not impact the course during the golf season. The Frankfort Plant Board has agreed to pay the City of Frankfort \$1.00 for this easement.

Recommendation: Approval

Attachment:

- Utility Easement

Contact Persons:

Name:	Jim Parish	Rob Moore
Title:	Assistant Director	City Solicitor
Department:	Parks and Recreation	
Phone:	502/352-2031	502/227-2271
Email:	jparrish@frankfort.ky.gov	rmoore@hazelcox.com

- 7.12** To authorize the signing of the Real Estate and Purchase Agreement to be entered into by and between the City of Frankfort and the Commonwealth Credit Union (City Solicitor).

Purpose: To approve the signing of the Real Estate Sale and Purchase Agreement to be entered into by and between the City of Frankfort and the Commonwealth Credit Union. Pursuant to the terms of the Agreement, the City of Frankfort is to sell Lot 2B-1 and a portion of Lot 2B-2 to the Commonwealth Credit Union for the amount of \$150,000 an acre. The remaining portion of Lot 2B-2 is to be purchased by another entity in the near future. HMB Engineers has been retained to prepare the plat for this property.

Background: The property to be purchased by the Commonwealth Credit Union is approximately 1.176 acres. It is located on Burch Court in the Carpenter Farm. The lots are immediately adjacent to the Commonwealth Credit Union property and the Commonwealth Credit Union will not need to reconfigure the support for its parking lot if it purchases this property. These lots have been for sale for a number of years. The remaining portion of Lot 2B-2 is to be purchased by another entity in the near future.

Financial Analysis: The City will receive \$150,000 for the property.

Recommendation: Approval

Attachment:

- Real Estate Sale and Purchase Agreement

Contact Person:

Name: Rob Moore
Title: City Solicitor
Department:
Phone: 502/227-2271
Email: rmoore@hazelcox.com

- 7.13** To authorize the signing of the Real Estate sale and Purchase Agreement to be entered into by and between the City of Frankfort and the Dr. Evelyn Clark (City Solicitor).

Purpose: To approve the signing of the Real Estate Sale and Purchase Agreement to be entered into by and between the City of Frankfort and Dr. Evelyn Clark. Pursuant to the terms of the Agreement, the City of Frankfort is to sell Lot 2-B-3 and a portion of Lot 2B-2 to Dr. Evelyn Clark for the amount of \$150,000. These lots have been for sale for a number of years, and generally sell for \$150,000 an acre. The remaining portion of Lot 2B-2 is to be purchased by another entity in the near future. HMB Engineers has been retained to prepare the plat for this property.

Background: The property to be purchased by Dr. Clark is approximately 1.172 acres. It is located on Burch Court in the Carpenter Farm. An office building will be built on the lots, and Dr. Evelyn Clark will be operating a dental clinic at this location. These lots have been for sale for a number of years. The remaining portion of Lot 2B-2 is to be purchased by another entity in the near future.

Financial Analysis: The City will receive \$150,000 for the property.

Recommendation: Approval

Attachment:

- Real Estate Sale and Purchase Agreement

Contact Person:

Name: Rob Moore
Title: City Solicitor
Department:
Phone: 502/227-2271
Email: rmoore@hazelcox.com

- 7.14** Personnel Action Employee Department Date Other

Appointment	Kayla Christie	Communication	01/27/09	Telecommunicator (from Part-Time to Full-Time)
Promotions	Roger Bivens	Garage	01/15/09	Mechanic III to Garage Foreman
Resignation	Tracey Harrod	Communication	01/02/09	Authorized to pay all accrued time as of effective date.

Attachments:

- Resignation Letter – Tracey Harrod

Contact Person

Name: Tammy Fields
Title: Acting Human Resources Director
Department: Human Resources
Phone: 502/875-8500
Email: tfields@frankfort.ky.gov

8. **BOARD APPOINTMENTS**
9. **OLD BUSINESS**
10. **NEW BUSINESS**
11. **ADJOURNMENT**